

**Parks Committee Meeting
Courthouse Conference Room A231
December 7, 2011 8:00 a.m.**

Call to Order: Meeting was called to order at 8:00 a.m. by Chairperson Kotlowski.

The meeting was properly announced.

Roll Call: Committee Members: Jerry Kotlowski, Dave Renner, Bill Miller, Lori Djumadi, and Heidi Roekle. Others present: Fred Nickel – Director Parks/Recreation, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, and Rita Kolstad – Parks Admin. Clerk/Bookkeeper.

Approve Agenda: Motion by Miller/Roekle to approve the agenda as presented. Motion carried by unanimous vote.

Previous Minutes: Motion by Miller/Djumadi to approve the October 12, 2011, minutes as printed. Motion carried by unanimous vote.

Agenda Items:

Correspondences /Special User Requests: None.

Public Participation on Agenda Items: None.

Recreation Report by Committee Members: Miller reported there were no deer season fatalities State-wide. The deer harvest was down in Adams County this year. A 4-day additional hunt in certain zones is this weekend.

2012 Budget Review: Director reported after review by County Clerk, Admin. Coordinator, and himself it was determined the Parks Department still owes the General Fund \$31,000 which will be paid back out of the 2012 budget. Revenues were increased in the Castle Rock Park and Petenwell Park 2012 budgets to offset the expense.

The 2012 raffle license application was approved in the 2012 budget and has been approved by Corp. Counsel.

Set 2012 Park User Rates: A 2000-2011 user fee changes spreadsheet was distributed to Committee for review. Director reported the Parks Department recommends no fee increase(s) for 2012. Discussion followed. Motion by Djumadi/Roekle to increase the day user fee to \$5.00 and all other fees are to have taxes included in the posted price then rounded up to next dollar amount. Department is to bring new fee schedule to the next Committee meeting. Motion carried by unanimous vote.

Equipment Sales: Castle Rock Park old tractors/mowers were sold for \$6955.00 and Petenwell Parks sold for \$10,907.00. Sales are reflected under miscellaneous revenue in the revenue reports. All items for sale sold.

Trails Management Report: Plum Creek Timber Company is looking at some of their other properties for ATV trail expansion. ATV trails are closed for the season. Snowmobile trails tentative opening date is set for December 12, 2011, providing there is enough snow. The Snowmobile Association has made changes to trail openings/closures that will be printed in the local newspaper this week. Snowmobile trails must have a minimum of a 6 inch base County-wide and groomed before trails will be opened for the 2011-2012 season. When conditions deteriorate and warrant closing, trails will be closed County-wide as well. If the north end of the County has plenty of snow; however, the south end only has a couple inches of snow, the trails will not be

opened till the south end has a minimum of 6 inches of snow. Trails tentatively will not be opened or closed on the weekends, only on weekdays. A 48-hour notification by the Snowmobile Association President or Vice President to the Trails Coordinator when trail openings/closures occur is required. The Parks Administration office will notify the local radio station to announce trail openings/closures as well as the website, trails report phone line, the Sheriff's Department, etc. When trail closures occur the snowmobile clubs are responsible for posting trail closure signs on their trail segments.

Coordinator received the two snowmobile bridge projects agreements and forwarded to the Admin. Coordinator to sign per policy; however, Coordinator will be meeting with her to discuss her concern that a Resolution needs to be brought to County Board before she can sign them.

Revenue Report: Motion by Djumadi/Roekle to approve the revenue report as presented. Motion carried by unanimous vote.

Expense Check Summary Report and Expense Report: Reviewed by Committee. Director to notify Chairperson and/or Committee when Chamber members are assisting the Parks Department at tourism shows when reimbursement monies for lodging, meals, or mileage is involved.

Future Agenda Items: Public Hearing for 5-Year Outdoor Recreation Plan. 2012 User Fees.

Set Next Meeting Date: Committee meeting date to be determined in late January or February. Public Hearing on the proposed 5-year outdoor recreation plan will be held immediately following meeting.

Adjourn: Motion by Miller/Renner to adjourn at 8:50 a.m. Motion carried by unanimous vote.

Submitted by,

Lori Djumadi
Parks Committee
Secretary

Minutes prepared by Rita Kolstad, Parks Clerk/Bookkeeper.
These minutes have not been approved by the Parks Committee.